



Raju Thomas

Unit Financial Controller

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Dubai, United Arab Emirates

30 May, 1978

WORK EXPERIENCE

Unit Financial Controller (Timeout Market) Emaar Malls PJSC

12/2020 - Present

Dubai, United Arab Emirates

Key Responsibilities

- Working closely with management, stakeholders, and executive teams to share the weekly flash report and analysis findings.
- Creating reports to identify results, trends, and forecasts preparation.

Cluster Financial Controller (Renaissance Downtown Dubai) RDK Group

11/2019 - 12/2020

Dubai, United Arab Emirates

5-Star Hotel (managing 4 Hotels)

Achievements/Tasks

- Built a team and individual capability, ensuring personal effectiveness for work in current and future roles.
- Support team meetings at which progress against KPIs is monitored and discussed.

Financial Controller (Jood Palace Hotel) Juma Al Majid Group

07/2016 - 11/2019

Dubai, United Arab Emirates

5-Star Dry Hotel (250 Rooms, 6 Outlets)

Key Responsibilities

- Constantly Achieved Budgeted GOP in Jood Palace during year 2016 and 2017 even in adverse Market Conditions by Controlling Cost on Utility, Payroll and Operational Expenses.

Finance Manager (Rixos Bab Al Bahr) Rixos Hotels & Resorts

01/2014 - 06/2016

Ras Al Khaimah, United Arab Emirates

5-Star Luxury Resort (650 Rooms, 16 Outlets, All Inclusive Concepts)

Achievements/Tasks

- Made a saving of nearly 1 Million by implementing Different cycling Menus applicable for All Inclusive Concept as well as negotiating with the AMC Contracts reducing Fixed expenses.

Financial Accountant (Media Rotana) Rotana Group of hotels

01/2010 - 12/2013

Al Barsha, Dubai, United Arab Emirates

5-Star Deluxe Hotel (441 Rooms - 6 Outlets)

Achievements/Tasks

- Actively Involved in task force for escalating and rendering service to other sister concerns.

Finance Executive (Emirates Leisure Retail LLC) Emirates Group

08/2008 - 09/2009

Emaar Square, Dubai, United Arab

Emirates Emirates Retail

Cost Controller (Six Senses Hideaway & Spa) Six Senses Hotels

09/2007 - 07/2008

Ziggy Bay, Oman

5-Star Luxury Resort (85 Villas, 6 Outlets & Spa)

F&B Cost Controller Jeddah Hilton / Qasr Al Sharq (Waldorf Astoria) Hilton Hotels

08/2004 - 08/2007

Jeddah, KSA

5-Star Deluxe Hotel (421 Rooms, 9 Outlets)

EDUCATION

Certified Management Accountant (Pursuing)

Institute of Management Accountant, USA

Master of Computer Application (2003)

Periyar University, India

BCOM (1998)

Kerala University, India

SNAPSHOT

Profile Summary

Overview

- A tenacious, result-oriented professional with over **Seventeen (17)** years of experience in Operations Management, Financial Reporting, Process Management, and Team Leadership.
- Pre-Opening Finance and Systems Implementation Experience in three 5 Star Properties.
- Asset Management and Controls.
- Well Versed in preparing the YTD budget and a thorough professional in preparing Weekly/Monthly & Rolling forecasting.
- Expert in Preparing, Reviewing & Amending financial policies, SOP's to ensure adequate process controls in place.
- Centralization of Finance Activities, Implementation of Shared Services and Supplier Negotiations.
- Responsible for Internal & External audit activities for the Group.
- Skilled in Preparing Various Business models for the Stake Holders and Owners.
- Revenue Projections and P&L Projections.
- Vendor Relationships and Negotiations.

Area of Expertise

Detail

- 5-Star "All Inclusive Concept" Luxury Resort experience (pre-opening).
- 5 -Star Hotel experience (pre-opening).
- Hospitality Finance & Accounting based on Uniform System of Accounting (USAC).
- Cash Flow Management; Annual & continuous budget process; Monthly Forecasting & Projections; Back-Office Applications.
- Efficient Payroll and Utility Control and Cost reduction.
- Efficient Cash Flow Projections and Management.
- Well-versed in managing, motivating, and leading teams for running successful business process operations with proven ability to achieve Service Delivery/Process Targets.
- Possess excellent interpersonal, communication, and organizational skills with proven abilities in team management, customer relationship management, and planning.
- Demonstrated ability to conduct Cost and Revenue Optimizations and comparisons.

SKILLS

Effective Leader

Exceptional interpersonal communication

Cross-functional team management

Strong decision making

DETAIL WORK EXPERIENCE

Unit Financial Controller - Emaar Malls PJSC (12/2020 - Present)

- Overseeing the pre-opening budget and Pre-opening FC.
- Documenting business processes and setting up policies & procedures to maintain internal controls.
- Managing financial department staff and recruiting the finance team.
- Preparation of cash flow projection for WC injection.

Cluster Financial Controller - RDK Group (11/2019 - 12/2020)

- Provide excellent leadership and management of Corporate Finance, measured by the effectiveness, engagement and business unit respect of the team.
- Manage relationships with others across the EHG Group including vendors to achieve alignment in key business strategies and decisions. Manage the Group's cash flows within available facilities, providing appropriate reporting to Directors and Executive Management.
- Manage the Group's financial reporting obligations (including Marriott reporting) with responsibility for preparation and lodgment of compliant full year and half year consolidated accounts.
- Manage the Group's statutory VAT taxation obligations. Collaborate, design, implement and review Group finance systems, policies and procedures to ensure continuous improvement and contemporary relevant practices.
- Build productive working relationship with Owners in order to understand their business operations and the financial information needs of end users. Contribute to the effectiveness of the Corporate Finance team.
- Oversee finance systems managing transaction flows from a source through interfaces to the general ledger.
- Ensure finance ledgers are maintained on a timely basis, are accurate and complete, and structured for the dual purpose of providing relevant information to internal and External Auditors and meeting statutory obligations.
- (Multiple direct reports) Finance Managers, IT Director, Purchasing Manager and Credit Manager.
- Preparation of annual budgets for all the EHG Hotels.
- Perform the accounting function for holding company entities. Undertake a range of other activities within the Corporate Finance function, in conjunction with other Finance staff, such as maintenance of consolidated key finance activities (e.g. asset financing); governance/internal control activities; business administration or insurance management.

Financial Controller - Jood Palace Hotel (07/2016 - 11/2019)

- Managing all financial and accounting operations.
- Coordinating and directing the preparation of the budget and financial forecasts and report variances.
- Preparing and publishing timely monthly financial statements.
- Manage all accounting operations including Billing, A/R, A/P, GL and Counsel, Cost Accounting, Inventory Accounting and Revenue Recognition.
- Prepare and file all VAT and statistical Returns, for the Hotel. Performing an advisory role on all tax matters, supporting the business in setting strategies and partnering with them to implement projects.
- Ensure correct trade route treatment, by coordinating with other group companies. Coordinate and manage relationships with external tax advisors, in terms of billing and deliverables.
- Continually improve work processes, and ensure documentation is up to date at all times.
- Assist with project management and implementation. Coordinate and direct the preparation of the budget and financial forecasts and report variances.
- Prepare and publish timely monthly financial statements. Coordinate the preparation of regulatory reporting. Research technical accounting issues for compliance.

Finance Manager - Rixos Bab Al Bahr (01/2014 – 06/2016) (01/2014 - 06/2016)

- Pre-Opening setting up of accounts as per USALI 11th Edition.
- Sending weekly forecast report to HQ. Sending monthly reporting pack to HQ. Sending Monthly commercial pack to the parent Company.
- Meeting the requirements of the IDO (RAK Government) as well as Statutory Auditors (PWC).
- To ensure that there are, at all times proper procedures and Controls for purchasing, receiving, Stores and requisitioning.
- Preparing SOP's for cost controller, Receiving Clerk & Payables as Per Rixos Standards Preparing Pre-Opening Bank Reconciliation
- Reviewing the Creditors aging and follow up with the Credit manager for the outstanding receivables.
- Closing of books up to finalization Preparation of Financial Reports.
- Modified a comprehensive financial reporting package to reflect growing organizational complexity.

Financial Accountant – Media Rotana (01/2010 - 12/2013)

- Controlling the payroll producing an accurate set of month-end accounts, with comparisons to forecasts and previous periods Preparing profit and loss accounts and the balance sheet for senior management.
- Assisting in preparing budgets and business planning, including projected room revenue Reconciling bank statements Review supplier invoices, general ledger coding of expenses and verify supplier payments with supporting invoices.
- Reviews accounts payables and weekly check runs.
- Verify expense reimbursement with supporting documents and ensure that they are in accordance with the policies and procedures.
- Prepare the general ledger reconciliation and follow up for the renewals of contracts expiring.
- Adjust entries to be prepared on the basis of general ledger reconciliation.

Finance Executive - Emirates Leisure Retail LLC (08/2008 - 09/2009)

F&B Cost Controller - Jeddah Hilton / Qasr Al Sharq (Waldorf Astoria) (08/2004 - 08/2007)

Cost Controller - Six Senses Hideaway & Spa (09/2007 - 07/2008)

SKILLS

Conflict resolution & problem solving

Employee development

Professionalism and strong work ethics

Professionalism

Strong work ethics

Attention to detail

Self-motivated

Efficient multi-tasker

Quick learner

Time management

Adaptation

Proactive

Honesty & Integrity

Ability to work under pressure

Coordination

Enthusiasm

Result Oriented

IT SKILLS

MS Offices

Expert

- MS Excel
- MS Word
- MS PowerPoint
- MS Outlook

Work Related Packages

Expert

- Sun System version 6
- Oasys Payroll Management
- FBM Inventory System
- Sage
- Paytrax Payroll Management
- FMC Inventory System
- Opera Front office
- Fidelio Front office
- Micros

INTERESTS

Traveling

Dining out

Badminton

Playing cricket

Reading (Books)

Writing

Social Networking

PERSONAL DETAILS

Visa Status: Residence Visa

Availability/Notice Period: 30 Days

Nationality: Indian

Language: English, Hindi

Driving License: Dubai

REFERENCE

Reference will be furnished upon request.